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Approved For Release 2004/03/15: CIA-RDP80M00165A001100120020

19 SEP 1977

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MEMORANDUM FOR: George L. Cary, Legislative Counsel

FROM Acting Deputy Director Central Intelligence

SUBJECT FY 1978 Equal Employment Opportunity Goals

REFERENCE FY 1978 DCI Area EEO Plan

George:

- Today I have approved the DCI Area FY 1978 EEO Planning Objectives (copy attached) which, among other things, establishes a target of 10% minority race professionals and 10% female professionals on duty in each office of the DCI Area by 30 June 1979. In view of authorized expansion and anticipated turnover in 1978 and 1979, I think you will agree that the coming months give us a unique opportunity to address and rectify the historical problem of minimum minority and female representation within the offices and staffs of the DCI Area. The DCI Area offices and staffs have not set a good example.
- 2. According to my information the achievement of a 10% goal means that there would be minority race professionals and female professionals on duty with your office. With your personal attention to achieving these goals, I think we can make it.

John F. Blake Acting DDCI

Attachment

FY 1978 EEO Plan (DCI Area)

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Part D FY 1978 EEO Plan

DCI AREA FY 1978 EEO PLAN

<u>Objective</u>

Objective	Actions	Responsible Office	Target Date
 Achieve a minimum minority professional employment staffing level of 10% of authorized professional strength in each office of the DCI Area. 	Internal transfer and external recruitment as necessary.	Each Independent Office Head.	30 June 1979
2. Achieve a minimum female professional employment staffing level of 10% of authorized professional strength in each office of the DCI Area.	Internal transfer and external recruitment as necessary.	Each Independent Office Head.	30 June 1979
3. Develop a functional career counseling system for the Executive Career Service.	 a. Design the system; b. appoint one senior career counselor in each office of the DCI Area; c. assure that each career counselor is trained to fulfill the responsibilities assigned. 	Chairman, Executive Career Service Board and each Independent Office Head.	1 April 1978
4 Assure that at least one EEO Conselor in each office has received the prescribed formal training required for this responsibility.	Review the background of each individual appointed as an EEO Counselor and schedule training for those who must complete it.	•	1 April 1978
5. Study the possibilities and feasi-bility of establishing a more structured upward mobility program in selected offices of the DCI Area.	1. Attempt to identify certain positions which could be utilized to provide expanded career opportunities and enrich work experiences for qualified clerical employees of the DCI A 2. Establish the requirements for selection for assignment to these positions.	rea.	1 April 1978

SUBJECT:	FY :	1978	Equa1	Employment	Opportunity	Goals
AO/DCI						
Distribu	tion:				•	
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19 SEP 1977

John H. Waller, Inspector General MEMORANDUM FOR:

FROM

Acting Deputy Director Central Intelligence

SUBJECT

FY 1978 Equal Employment Opportunity Goals

REFERENCE

FY 1978 DCI Area EEO Plan

John:

1. Today I have approved the DCI Area FY 1978 EEO Planning Objectives (copy attached) which, among other things, establishes a target of 10% minority race professionals and 10% female professionals on duty in each office of the DCI Area by 30 June 1979. In view of authorized expansion and anticipated turnover in 1978 and 1979, I think you will agree that the coming months give us a unique opportunity to address and rectify the historical problem of minimum minority and female professional representation within the offices and staffs of the DCI Area. The DCI Area offices and staffs have not set a good example.

	ion the achievement of a 10% goal
means that there would be	
	ty with your office (including
Audit Staff). With your personal	l attention to achieving these
goals, I think we can make it.	
•	
	John F. Blake
	Acting DDCI

Attachment

FY 1978 EEO Plan (DCI Area)

1. Achieve a minimum minority professional employment staffing level of 10% of authorized professional streagth in each office of the DCI Area.

2. Echieve a minimum female professional employment staffing level of 18% of authorized professional strength in each office of the DCI Area.

necessary.

external recruitment as

3. Sevelop a functional career counseling system for the Executive Cares Service.

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appoint one senior Design the system;

each office of the career counselor in

Office Head.

and each Independent

Career Service Board

DCI Area;

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assure that each career

ties assigned.

fulfill the responsibilicounselor is trained to

C Selor in each office has received the Brescribed formal training required for this responsibility. Mssure that at least one EEO

> Counselor and schedule training individual appointed as an EEO Review the background of each

for those who must complete it.

Attempt to identify cer-

Each Independent

offixes of the DCI Area. bility of establishing a more structured upward mobility program in selected Study the possibilities and feasi-

Actions

Responsible Office

Target Date

30 June 1979

necessary. external recruitment as Internal transfer and

Internal transfer and Office Head. Each Independent

Office Head. Each Independent

30 June

1979

Chairman, Executive

1 April 1978

1 April 1978

Each Office Head.

1 April 1978

work experiences for qualified career opportunities and enriched be utilized to provide expanded tain positions which could Office Head and AO/DCI.

clerical employees of the DCI Area. for selection for assignment to these positions. Establish the requirements

1 September 1977

SUBJECT:	FY	1978	Equa1	Employment	Opportunity	Goals
AO/DCI						
Distrib	ution	:				
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19 SEP 1977

MEMORANDUM FOR: James H. Taylor, Comptroller

Acting Deputy Director Central Intelligence FROM

FY 1978 Equal Employment Opportunity Goals SUBJECT

FY 1978 DCI Area EEO Plan REFERENCE

Jim:

1. Today I have approved the DCI Area FY 1978 EEO Planning Objectives (copy attached) which, among other things, establishes a target of 10% minority race professionals and 10% female professionals on duty in each office of the DCI Area by 30 June 1979. In view of authorized expansion and anticipated turnover in 1978 and 1979, I think you will agree that the coming months give us a unique opportunity to address and rectify the historical problem of minimum minority and female representation within the offices and staffs of the DCI Area. The DCI Area offices and staffs have not set a good example.

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2. According to my information the achievement of a 10% goal means that there would be ____ minority race professionals and female professionals on duty with your office. With your personal attention to achieving these goals, I think we can make it.

> John F. Blake Acting DDCI

Attachment

FY 1978 EEO Plan (DCI Area)

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DCI AREA FY 1978 EEO PLAN

Objective	Actions	Responsible Office	Target Date
Achieve a minimum minority professional employment staffing level of 10% of authorized professional streath in each office of the DCI Area.	Internal transfer and external recruitment as necessary.	Each Independent Office Head.	30 June 1979
2. Schieve a minimum female professional employment staffing level of 15% of authorized professional street in each office of the DCI Area.	Internal transfer and external recruitment as necessary.	Each Independent Office Head.	30 June 1979
3. Sevelop a functional career counseling system for the Executive Career Service.	a. Design the system;b. appoint one senior career counselor in	Chairman, Executive Career Service Board and each Independent	1 April 1978

- DCI Area; each office of the career counselor in

Office Head.

Service.

counselor is trained to assure that each career ties assigned. fulfill the responsibili-

College of that at least one EEO

A. Rescribed formal training

Tennonsibility. Counselor and schedule training individual appointed as an EEO for those who must complete it. Review the background of each Each Office Head.

1 April 1978

Attempt to identify cer-

Office Head and AO/DCI

Each Independent

1 April 1978

- 5. Study the possibilities and feasibility of establishing a more structured upward mobility program in selected offices of the DCI Area.
- clerical employees of the DCI Area. work experiences for qualified be utilized to provide expanded tain positions which could these positions. for selection for assignment to career opportunities and enriched Establish the requirements

	SUBJECT:	FY 1978	Equa1	Employment	Opportunity	Goals
TAT	AO/DCI				•	
	Distribu	tion:				
		- Address - AO/DCI - ADDCI			;	

19 SEP 1977

MEMORANDUM FOR: Anthony A. Lapham, General Counsel

FROM

: Acting Deputy Director Central Intelligence

SUBJECT

FY 1978 Equal Employment Opportunity Goals

REFERENCE

FY 1978 DCI Area EEO Plan

Tony:

1. Today I have approved the DCI Area FY 1978 EEO Planning Objectives (copy attached) which, among other things, establishes a target of 10% minority race professionals and 10% female professionals on duty in each office of the DCI Area by 30 June 1979. In view of authorized expansion and anticipated turnover in 1978 and 1979, I think you will agree that the coming months give us a unique opportunity to address and rectify the historical problem of minimum minority and female representation within the offices and staffs of the DCI Area. The DCI Area offices and staffs have not set a good example.

2. According to my information the achievement of a 10% goal means that there would be minority race professionals and female professionals on duty with your office. With your personal attention to achieving these goals, I think we can make it.

John F. Blake Acting DDCI

Attachment

FY 1978 EEO Plan (DCI Area)

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DCI AREA FY 1978 EEO PLAN

	•	bility of establishing a more structured	ties ar	the prescribed formal training required for this responsibility.	mselor in each office has received	4. Assure that at least one EEO	200	04/03	/15		CIA COLLABOR.	commeting system for the executive	Develop a functional c	steingth in each office of the DCI Area.	of 10% of authorized professional	Achieve a minimum female pro-	steength in each office of the DCI Area.	10% of authorized profess	professional employment staffing		Objective	
work experiences for qualified clerical employees of the DCI Area.	career opportunities and enriched	tain positions which could be utilized to provide expanded	1. Attempt to identify cer-	for those who must complete it.	l appointed as	Review the background of each	ties assigned.	<pre>counselor is trained to fulfill the responsibili-</pre>	n	DCI Area;	each office of the	career counselor in	Design the s		у.	Internal transfer and		V	external recruitment as	† \$ 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5	Actions	
Area.	ched	Office Head and AU/Dut.	Each Independent	it.	0.	Each Office Head.					Office Head.	and each Independent	Career Service Roard			Each Independent Office Head.			Office Head.	Back Independent	Responsible Office	
	· ·:		1 April 1978			1 April 1978							1 April 19/6	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		30 June 1979				30 June 1979	Target Date	

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these positions.

 Establish the requirements for selection for assignment to

	SUBJECT:	FY 1978	Equa1	Employment	Opportunity	Goals
ΓΑΤ	AO/DCI			•		
	Distribu	tion:				
		- Address - AO/DCI - ADDCI - ER			· · · · · · · · · · · · · · · · · · ·	